Sample Subscription Renewal Approval Letter

[Your Name]

[Your Title]

[Subscription Management Department Name]

[Company/Organization Name]

[Organization Address]

[City, State, ZIP Code]

[Date]

[Subscriber's Name]

[Subscriber's Address]

[City, State, ZIP Code]

Dear [Subscriber's Name],

Subject: Subscription Renewal Approval

I am pleased to inform you that your request for the renewal of your subscription to [Subscription Service Name] has been approved. We value your continued interest in our services.

Please review the attached subscription renewal approval details, including renewal period, pricing, and any necessary actions on your part. If you have any questions or need further assistance, please contact our subscription management department.

We appreciate your loyalty and look forward to providing you with valuable content and services.

Sincerely,

[Your Name]

[Your Title]